

ALLEGAN COUNTY EMPLOYMENT OPPORTUNITY

Date of Posting: September 6, 2018

DEPARTMENT	ADMINISTRATION
Position:	Chief Public Defender
Salary Range:	Negotiable, based on experience, full-time with excellent benefits.
Benefit package:	Defined contribution pension plan; Medical insurance including dental, vision, hearing and pharmacy; Optional voluntary 457 deferred compensation plan; Short term disability and basic life insurance; Health and dependent flexible spending accounts; Paid time off (PTO) plan; 13 paid holidays; Wellness program with \$300 cash incentive for meeting plan requirements; Employee assistance program.
Responsibilities:	Under the general supervision of the County Administrator, in consultation with the Van Buren County Administrator on behalf of Allegan and Van Buren County Boards of Commissioners, the Chief Public Defender (CPD) is responsible for the development, implementation, oversight, and direction of the Public Defender Office and the indigent defense contract system. The CPD shall be responsible for staffing the Public Defender Office, creation and supervision of all attorney contracts and/or attorney rosters within the contract system. Ensures that Allegan and Van Buren Counties meets all constitutional and legislative requirements as they pertain to the representation of indigent adult and provides a high level of indigent defense (ID) services. The CPD supervises and directs all ID staff; monitors all ID contracts and attorney rosters for compliance; develops and implements policies and procedures for all facets of ID; directs and/or performs the department's administrative functions; and prepares the department's annual budget. Refer to the job description located on the Internet at Non-Bargaining/Bargaining Descriptions for the detailed duties and responsibilities of the position.
Education:	Juris Doctor degree with a Certificate of Admittance to the State Bar of Michigan as evidence of continued good professional standing and authority to practice law throughout the state. Bachelor's degree in business management or a related field, preferred.
Experience:	Minimum of five (5) years of experience in the practice of criminal defense or the equivalent. Including a minimum of three (3) years of progressively more responsible experience in the administration of legal services.
Deadline:	UNTIL FILLED

Allegan County requires that all candidates complete a County application form. Prefer application to be completed and submitted on-line at www.allegancounty.org, but may send to Allegan County Human Resources, 3283 122nd Avenue, Allegan, MI 49010, or may be faxed to 269.673.0367. Candidates may include resume when emailing completed application.

Allegan County is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.